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Blay 5-9
8 MAY 1950

Mr. W. E. Reynolds
Commissioner of Public Buildings
Public Buildings Service
General Services Administration
Washington 25, D. C.

Dear Mr. Reynolds:

It is requested that Quarters I in West Potomac Park containing approximately 55,000 square feet of space be assigned to the Central Intelligence Agency for conversion to and use as office space.

It is understood the cost of converting this building will be approximately \$1.00 per square foot or approximately \$55,000, and if sufficient funds are not available to Public Buildings Service for this purpose, CIA hereby agrees to reimbursement for the necessary alterations.

I would appreciate your prompt action in connection with this matter, as we are finding it most difficult to permit the normal growth of activities of the agency due to the lack of space. It has recently been necessary for me to curtail recruitment of essential personnel, and I am extremely anxious to obtain immediate relief in order that the agency may be able to fulfill its functions in a more complete manner.

Your cooperation and assistance in this regard, in the assignment of Quarters I to CIA, will be deeply appreciated.

Sincerely,

AS(SERVICES)

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vm (8 May 50)

cc: Signer's chrono
Executive ✓
Chief, Admin. Staff
Chief, Services Div. (2)
Admin. Files

SIGNED

R. H. HILLENKOETTER
REAR ADMIRAL, USN
DIRECTOR OF CENTRAL INTELLIGENCE

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